

**FIRST 5 - PLACER
CHILDREN & FAMILIES COMMISSION**
11820 Enterprise Dr.
Auburn, CA 95603

Meeting Minutes December 14, 2006

Attendees – Commissioners & Staff:

Catherine Goins, Vice-Chair, Commissioner, Childhood Development
Jim Holmes, Commissioner, Board of Supervisors, District #3
Richard J. Burton, M.D., M.P.H., Commissioner, Placer County Health Officer
Dayle Edgerton, RN, Child Health Care
Dr. Sandra Naylor-Goodwin, Chair-Commissioner, Children's Behavioral Health
Elaine Rowen, Ph.D., Commissioner, Early Education
Melanie M. Cleary, Commissioner, Lake Tahoe Area
Kim Haswell, Commissioner, Consumer
Don Ferretti, First 5 Director
Jo McCormack, County Counsel
Christiana Darlington, County Counsel
Nancy Baggett, Staff Support, Administration
Sandy Renz, Staff Support, Administration

Commissioners & Staff Not in Attendance:

Bob McDonald, Commissioner, Early Intervention

Public Attendees:

Francine Nunes, CRC, Local Child Care
Judy Marston, Facilitator Recorder
Heidi Kolbe, The Kolbe Company

Call Meeting to Order

Meeting called to order at 4:40 p.m.

I. Public Comment

Persons may address the Commission on items not on this agenda. Please note that although the Commission is very interested in your concerns, the California Brown Act prohibits the Commission from taking any action at this meeting on items not published on this agenda.

II. Approval of Minutes

Motion to approve the minutes from November 9, 2006 meeting.

Rowen/Goins Unanimous

III. Commission Action Items

1. 2007-2010 Strategic Plan

A requirement of the California First 5 Commission is that local commissions prepare and adopt a Strategic Plan. The Commission approved a draft plan in November, which has been available for additional public comment.

Action Requested:

- Approve the 2007 –2010 Strategic Plan

The draft plan was distributed to all of the local collaborative list serves, and posted on the First 5 web site. Also, an advertisement was published in local papers requesting additional public input. Public input that was received from three individuals was shared with the Commission.

Discussion followed which resulted in minor wording changes in the plan. Also, it was clarified that faith based organizations are eligible to apply for funding.

Motion to accept the 2007-2010 Strategic Plan with amendments.

Holmes/Burton Unanimous

2. Evaluation Consultant

The Commission released a Request for Qualifications for an Evaluation Consultant to assist the Commission with local evaluation and meet new state reporting requirements. The Executive Director, Executive Committee, and staff screened applications and interviews were held with the top three.

Action Requested:

- Authorize the Director to enter into a contract with Ferron & Associates to provide evaluation services outlined in the Request for Qualifications. The initial contract will run from January 1, through June 30, 2007 in the amount of \$30,400. Based on satisfactory performance the contract will be renewed for the 07-08 fiscal year beginning July 1, 2007 in the amount of \$60,800.

The executive director provided backup information to the commission, which included all those who submitted applications in response to the RFQ. Additionally the ED highlighted the reasons for recommending Ferron and Associates.

Motion to accept Ferron & Associates as First 5 Placer's Evaluation Consultant as requested.

Rowen/Edgerton Unanimous

3. Request for Results Application Packet

In order to allocate the funding necessary to implement the Commission's 2007-2010 Strategic Plan the Commission will need to initiate a Request for Results application process. The Executive Committee and staff updated the current Request for Results application packet to conform to the new plan and recent state reporting requirements.

Actions Requested:

- Approve the Request for Results application packet
- Authorize staff to distribute the packet and implement the process

The commission reviewed the entire Request for Results packet page-by-page and added input.

The budget section needs to be clarified and it was agreed that staff would make changes for the Chair to review before the Request for Results is released to the public.

There was discussion as to whether or not First 5 Placer will require that funded partners share their lists of clients served with First 5 Placer. Commission Counsel will research this issue.

There was discussion as to whether applications will be accepted after the deadline of February 28 if the application was postmarked by that date. This was called to a vote. The vote was 4- 3 to keep the language in the Request for Results as follows: Applications may be mailed or hand-delivered but must be received at the address listed above by 5:00 p.m. on February 28, 2007. Late applications or faxed or emailed applications will not be accepted. Postmarks will not be accepted as proof of timely delivery.

Motion to accept Request for Results application packet as amended.

Rowen/Goins Unanimous

Motion to accept authorization of staff to distribute the packet and implementation of process.

Burton/Holmes Unanimous

IV. Commissioner Reports:

Catherine Goins: With regard to state School Readiness funding, we can use the funds for a countywide program. Recently, Rock Creek Elementary School was designated a low API school which would make it eligible to receive services funded under the state School Readiness Program. We have one year to research the feasibility of applying for state School Readiness funds. If the Commission decides to move forward, an application will be due to the state in January 2008.

Sandra Naylor-Goodwin: Normally the Commission would hold a Commissioner Retreat in January. This year we will hold a retreat in April.

Don Ferretti: Attended the regional Healthy Kids Healthy Futures board of directors meeting. The HKHF board approved entering into a contract with First 5 Placer so that HKHF can begin the planning activities that will lead to a local Children's Health Insurance program effective July 1, 2007. Don will bring an action item to the January Commission meeting to enter into the contract with Healthy Kids Healthy Futures. Commissioner Dayle Edgerton has already been appointed by the Commission to serve on the local CHI group. Don received word that Dr. Michael Mulligan, Assistant County Health Officer will also serve on the local CHI group. Jim Holmes, Board of

Supervisors, District 3 agreed to serve on the regional Healthy Kids Healthy Futures board of directors representing Placer County and the First 5 Commission.

Dr. Burton: The Health and Human Services Department considers the implementation of a 0-5 children's health insurance initiative as another partnership opportunity between First 5 and HHS.

Jo – Thank you for opportunity by allowing me to serve the commission. Very excited about retiring after 17 years.

Meeting Adjourned: 6:36 pm